



DESIGN REVIEW CHECKLIST

Minimum requirements are listed below, and additional information may be requested to convey project scope and how it meets design guidelines. Applicants are required to refer to the HSTA Design Guidelines to confirm proposed project(s) meets guidelines. All requirements must be met prior to submitting documents. HSTA Guidelines can be downloaded at [Residential Design Guidelines.pdf \(hiddensprings.com\)](http://hiddensprings.com). Incomplete submittals will be returned to the applicant for additional information prior to review by the Design Review Board.

Additional requirements and submittals may be required by Ada County. Applicant to confirm with Ada County Building Department for additional requirements and provide documentation of requirements to Design Review Board.

Exterior Color and Material Specifications (can be submitted at later date) - See exterior selection form to be completed for this submittal. Applicant MAY be required to paint samples of the exterior colors on the house for review by the Town Design Review Board before final approval. Paint color samples/chips must be submitted with your form.

Fence		Checkbox
Site Plan	(Min. Scale 1" = 20'-0") indicating the building footprint(s), property boundaries, setbacks and easements, scale and north arrow, limits of construction, roads, driveways, sidewalks, decks. Include dimensions with required setbacks illustrating the proposed plans meet the design guidelines. Considerations when laying out fencing include topography changes and landscape wall transitions.	<input type="checkbox"/>
Details	Provide design details to sufficiently represent the visual expression of the building, exposed connections, and material interfaces. Include elevations of standard sections of fence and sections illustrating profile of the fence along with any other information necessary to describe the project and how it meets the design guidelines. Include material type, sizes, heights, and color.	<input type="checkbox"/>
Photos	Provide photos that depict location of proposed fence along with surrounding areas to show context.	<input type="checkbox"/>

Solar Panels		Checkbox
Elevations	(Min. Scale ¼" = 1'-0") including elevations or 3D drawings that illustrate location and placement of solar panels.	<input type="checkbox"/>
Roof Plan	(Min. Scale ¼" = 1'-0") include roof plan illustrating location and placement of solar panels on roof. Considerations when laying out solar panels to include existing pipe, sky lights and other mounted items. Uniformity of panels is also important when laying out panels on your roof.	<input type="checkbox"/>
Details	Provide design details that illustrate profile of panels and connections.	<input type="checkbox"/>
Photos	Provide photos that depict location of proposed solar panels along with any surrounding areas to show context.	<input type="checkbox"/>

Sheds		Checkbox
Elevations	(Min. Scale ¼" = 1'-0") including roof heights, existing and finish grades, and notation of exterior materials. Considerations when selecting exterior materials include how materials tie into existing buildings and surroundings.	<input type="checkbox"/>
Floor and Roof Plan(s)	(Min. Scale ¼" = 1'-0") including exterior door and window locations and sizes, exterior materials labeled. Provide dimensioning of extents of building and locations of windows, doors, etc.	<input type="checkbox"/>
Site Plan	(Min. Scale 1" = 20'-0") indicating the building footprint(s) with finished floor grades, roof drip line, property boundaries and easements, scale and north arrow, utility locations, drainage, limits of construction, roads, driveways, sidewalks, decks, and any other existing or proposed improvements. Include dimensions with required setbacks illustrating the proposed plans meet the design guidelines. Considerations when locating sheds include screening from neighbors' property while meeting the design guidelines for setbacks.	<input type="checkbox"/>
Details	Provide design details and product data to sufficiently represent the visual expression of the building, exposed connections, and material interfaces. Include soffit/fascia details, window head and sill details, railing details, and any other information necessary to describe the project's exterior and how it meets the design guidelines.	<input type="checkbox"/>
Photos	Provide photos that depict location of proposed shed along with any surrounding areas to show context.	<input type="checkbox"/>

Pergolas & Patio Covers		Checkbox
Elevations	(Min. Scale ¼" = 1'-0") including roof heights, existing and finish grades, and notation of exterior materials. Considerations when selecting exterior materials include how materials tie into existing buildings and surroundings.	<input type="checkbox"/>
Floor and Roof Plan(s)	(Min. Scale ¼" = 1'-0") including material sizes and exterior materials labeled. Provide dimensioning of extents of structure.	<input type="checkbox"/>
Site Plan	(Min. Scale 1" = 20'-0") indicating the structure footprint(s) with finished floor grades, property boundaries and easements, scale and north arrow, utility locations, drainage, limits of construction, roads, driveways, sidewalks, decks, and any other existing or proposed improvements. Include dimensions with required setbacks illustrating the proposed plans meet the design guidelines.	<input type="checkbox"/>
Details	Provide design details and product data to sufficiently represent the visual expression of structures, exposed connections, and material interfaces. Include any other information necessary to describe the project's exterior and how it meets the design guidelines. Considerations when connecting to existing structures to be detailed and information provided in submittal.	<input type="checkbox"/>
Photos	Provide photos that depict location of proposed pergola or patio cover along with any surrounding areas to show context.	<input type="checkbox"/>

Exterior Home Refresh (Material Changes Only)**Checkbox**

Elevations	(Min. Scale ¼" = 1'-0") including notation of existing and new exterior materials. Considerations when selecting exterior materials include how materials tie into existing buildings and surroundings.	<input type="checkbox"/>
Details	Provide design details and product data to sufficiently represent the visual expression of the building, exposed connections, and material interfaces. Include soffit/fascia details, window head and sill details, railing details, and any other information necessary to describe the project's exterior and how it meets the design guidelines.	<input type="checkbox"/>
Photos	Provide photos that depict location of proposed change along with any surrounding areas to show context.	<input type="checkbox"/>

Pool & Spa**Checkbox**

Site Plan	(Min. Scale 1" = 20'-0") indicating the structure footprint(s) with finished floor grades, property boundaries and easements, scale and north arrow, utility locations, drainage, limits of construction, roads, driveways, sidewalks, decks, and any other existing or proposed improvements to include mechanical equipment. Include dimensions with required setbacks illustrating the proposed plans meet the design guidelines. Provide material information, location, and sizes as applicable. Considerations when locating pool, equipment and spa include screening from neighbors to include structures and/or landscaping. (Site Plan and Landscaping Planting Plan may be combined)	<input type="checkbox"/>
Landscape Planting Plan	Include plant material legend that lists common and botanical names, plant sizes and plant quantities which are keyed to locations on plan. Locate rock outcrops, decks or patios, service areas, driveways, paving fencing utility screening and any freestanding structures. Considerations when locating plants include full growth potential of plants and how your new landscaping ties into your neighbor's property. (Site Plan and Landscaping Planting Plan may be combined)	<input type="checkbox"/>
Landscape Grading Plan	(Min. Scale 1" = 20'-0") The proposed landscape plans shall include grading, planting, and irrigation. Include existing and proposed contours at two-foot intervals, spot elevations, drainage patterns, rim, and invert elevations.	<input type="checkbox"/>
Landscape Irrigation Plan	Or statement that the property will be fully irrigated according to Design Guidelines.	<input type="checkbox"/>
Details	Provide design details and product data to sufficiently represent the visual expression of structures, exposed connections, and material interfaces. Include railing details, and any other information necessary to describe the project's exterior and how it meets the design guidelines.	<input type="checkbox"/>
Photos	Provide photos that depict location of proposed pool or spa along with any surrounding areas to show context.	<input type="checkbox"/>

Landscape (New Construction and Updates)**Checkbox**

Provide (1) full-size set of plans to Hidden Springs Design Review Board.

Site Plan (Min. Scale 1" = 20'-0") indicating property boundaries and easements, scale and north arrow, utility locations, drainage, limits of construction, roads, driveways, sidewalks, decks, and any other existing or proposed improvements. Include dimensions with required setbacks illustrating the proposed plans meet the design guidelines. (Site Plan and Landscaping Planting Plan may be combined)

Landscape Planting Plan Include plant material legend that lists common and botanical names, plant sizes and plant quantities which are keyed to locations on plan. Locate rock outcrops, decks or patios, service areas, driveways, paving fencing utility screening and any freestanding structures. Considerations when locating plants include full growth potential of plants and how your new landscaping ties into your neighbor's property. (Site Plan and Landscaping Planting Plan may be combined)

Landscape Grading Plan (Min. Scale 1" = 20'-0") The proposed landscape plans shall include grading, planting, and irrigation. Include existing and proposed contours at two-foot intervals, spot elevations, drainage patterns, rim, and invert elevations. (Provide if impacting onsite drainage)

Landscape Irrigation Plan (Min. Scale 1" = 20'-0") Provide landscape irrigation plans or a statement that the property will be fully irrigated according to Design Guidelines.

Lighting Plan Locate in detail all proposed outdoor lights and signs. Submit cut sheets of all proposed light fixtures and indicate lighting control strategy.

Photos Provide photos that depict location of proposed landscape improvements along with any surrounding areas to show context.

Remodels and Additions

	Provide (1) full-size set of plans to Hidden Springs Design Review Board and (1) additional set of full-size plans to RiverRidge Engineering, 3046 S. Bown Way, Boise, ID for grading and drainage plan design and approval.	<input type="checkbox"/>
Elevations	(Min. Scale ¼" = 1'-0") including roof heights, existing and finish grades, and notation of exterior materials. Considerations when selecting exterior materials include how materials tie into existing buildings and surroundings.	<input type="checkbox"/>
Floor and Roof Plan(s)	(Min. Scale ¼" = 1'-0") including exterior door and window locations and sizes, exterior materials labeled and locations of exterior mechanical equipment. Provide dimensioning of extents of building and locations of windows, doors, etc.	<input type="checkbox"/>
Site Plan	(Min. Scale 1" = 20'-0") indicating the building footprint(s) with finished floor grades, roof drip line, property boundaries and easements, scale and north arrow, utility locations, drainage, limits of construction, roads, driveways, sidewalks, decks, and any other existing or proposed improvements. Include dimensions with required setbacks illustrating the proposed plans meet the design guidelines.	<input type="checkbox"/>
Landscape Planting Plan	Include plant material legend that lists common and botanical names, plant sizes and plant quantities which are keyed to locations on plan. Locate rock outcrops, decks or patios, service areas, driveways, paving fencing utility screening and any freestanding structures.	<input type="checkbox"/>
Landscape Grading Plan	(Min. Scale 1" = 20'-0") The proposed landscape plans shall include grading, planting, and irrigation. Include existing and proposed contours at two-foot intervals, spot elevations, drainage patterns, rim, and invert elevations. (Provide if impacting onsite drainage)	<input type="checkbox"/>
Landscape Irrigation Plan	(Min. Scale 1" = 20'-0") Provide landscape irrigation plans or a statement that the property will be fully irrigated according to Design Guidelines.	<input type="checkbox"/>
Building Sections	(Min. Scale ¼" = 1'-0") indicating building walls, floors, interior relationships, finished exterior grades and any other information to clearly describe the interior/exterior relationships of the building as well as the buildings relationship to the site.	<input type="checkbox"/>
Details	Provide design details and product data to sufficiently represent the visual expression of the building, exposed connections, and material interfaces. Include soffit/fascia details, window head and sill details, railing details, and any other information necessary to describe the project's exterior and how it meets the design guidelines.	<input type="checkbox"/>
Lighting Plan	Locate in detail all proposed outdoor lights and signs. Submit cut sheets of all proposed light fixtures and indicate lighting control strategy.	<input type="checkbox"/>
Photos	Provide photos that depict location of proposed project along with any surrounding areas to show context.	<input type="checkbox"/>

New Homes and Structures

	Provide (1) full-size set of plans to Hidden Springs Design Review Board and (1) additional set of full-size plans to RiverRidge Engineering, 3046 S. Bown Way, Boise, ID for grading and drainage plan design and approval.	<input type="checkbox"/>
Elevations	(Min. Scale ¼" = 1'-0") including roof heights, existing and finish grades, and notation of exterior materials. Considerations when selecting exterior materials include how materials tie into existing buildings and surroundings.	<input type="checkbox"/>
Floor and Roof Plan(s)	(Min. Scale ¼" = 1'-0") including exterior door and window locations and sizes, exterior materials labeled and locations of exterior mechanical equipment. Provide dimensioning of extents of building and locations of windows, doors, etc.	<input type="checkbox"/>
Site Plan	(Min. Scale 1" = 20'-0") indicating the building footprint(s) with finished floor grades, roof drip line, property boundaries and easements, scale and north arrow, utility locations, drainage, limits of construction, roads, driveways, sidewalks, decks, and any other existing or proposed improvements. Include dimensions with required setbacks illustrating the proposed plans meet the design guidelines.	<input type="checkbox"/>
Landscape Planting Plan	Include plant material legend that lists common and botanical names, plant sizes and plant quantities which are keyed to locations on plan. Locate rock outcrops, decks or patios, service areas, driveways, paving fencing utility screening and any freestanding structures.	<input type="checkbox"/>
Landscape Grading Plan	(Min. Scale 1" = 20'-0") The proposed landscape plans shall include grading, planting, and irrigation. Include existing and proposed contours at two-foot intervals, spot elevations, drainage patterns, rim, and invert elevations. (Provide if impacting onsite drainage)	<input type="checkbox"/>
Landscape Irrigation Plan	Or statement that the property will be fully irrigated according to Design Guidelines.	<input type="checkbox"/>
Building Sections	(Min. Scale ¼" = 1'-0") indicating building walls, floors, interior relationships, finished exterior grades and any other information to clearly describe the interior/exterior relationships of the building as well as the buildings relationship to the site.	<input type="checkbox"/>
Details	Provide design details and product data to sufficiently represent the visual expression of the building, exposed connections, and material interfaces. Include soffit/fascia details, window head and sill details, railing details, and any other information necessary to describe the project's exterior and how it meets the design guidelines.	<input type="checkbox"/>
Lighting Plan	Locate in detail all proposed outdoor lights and signs. Submit cut sheets of all proposed light fixtures and indicate lighting control strategy.	<input type="checkbox"/>
Photos	Provide photos that depict location of proposed project along with any surrounding areas to show context.	<input type="checkbox"/>